**Awards Scoring Rubric**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| Score | System Improvement Opportunities  | Potential Impact for System Spread | Enablers/Barriers to Implementation |  Score | Sustainability Plan | Spread Plan |
| 5 | ExceptionalImprovement opportunity, aim statement and change ideas are thoroughly defined and executed  | Extremely significant Extremely significant potential system impact for intervention to be spread as seen by project gains and/or return on investments.  | ExceptionalEnablers and barriers are well thought-out and defined. Resource, people, organizational and system factors are clearly outlined and feasible |  10 | Exceptional Very thorough demonstration of capability for sustainability and sustainability plan is well thought-out, feasible with clearly defined resource requirements | ExceptionalVery thorough, seemingly achievable spread plan. Clearly details how IDEAS award funds will be leveraged.  |
| 4 | ExcellentImprovement opportunity, aim statement and change ideas are well-defined and executed  | Very SignificantVery significant potential system impact for intervention to be spread as seen by project gains and/or return on investments | ExcellentEnablers and barriers are clearly defined. Resource, people, organizational and system factors are outlined and feasible |  8 | ExcellentThorough demonstration of capability for sustainability and sustainability plan reasonable feasible with some resource requirements outlined | ExcellentSpread plan is thorough and seems achievable. Outlines how the IDEAS award funds will be leveraged.  |
| 3 | Very goodImprovement opportunity, aim statement and change ideas are satisfactorily defined and executed | Significant Significant potential system impact for intervention to be spread as seen by project gains and/or return on investments | Very GoodEnablers/barriers outlined. Resource, people, organizational and system factors require more analysis or information |   6 | Very GoodSome demonstration of capability for sustainability and sustainability plan outlined but additional details regarding resource requirements needed | Very GoodSpread plan is achievable but may need some work. Provides a few details of how the IDEAS award funds will be leveraged. |
| 2 | ModerateImprovement opportunity, aim statement and/or change ideas are not clearly defined or executed | Moderate Moderate potential system impact for intervention to be spread as seen by only slight project gains and/or return on investments | ModerateSome enablers/barriers outlined. Resource, people, organizational and system factors may not be feasible |   4 | ModerateLittle demonstration of capability for sustainability and sustainability plan is vague and lacks necessary resource requirement details | ModerateSpread plan is outlined, however it seems unfeasible and there are limited details of how IDEAS award funds will be leveraged |
| 1 | Limited Limited details provided | LimitedLimited potential system impact | LimitedLimited details provided  |   2 | LimitedNo demonstration of capability for sustainability and sustainability plan is not clearly defined | LimitedSpread plan is not clearly defined/feasible |

# IDEAS 2015 ALUMNI ACHIEVEMENT AWARDS – SUSTAINABILITY AND SPREAD

**CALL FOR APPLICATIONS (email to alumni + content on website)**

**OVERVIEW OF ACHIEVEMENT AWARDS**

The IDEAS Team will present five IDEAS projects from the Advanced Learning Program with alumni achievement awards to recognize contributions to health care quality improvement (QI) in Ontario. The purpose of these awards is to promote and support sustainability and spread of IDEAS projects in order to build a health care culture focused on quality improvement and accountability in Ontario.

IDEAS will be selecting the five top projects that demonstrate the capability for sustainability and have the greatest opportunity for spread in the Ontario health system. We will be awarding projects based on their progress and plans for sustainability and spread.

The five winning projects will be recognized at the IDEAS Alumni Event being held in Toronto on October 13, 2015 in association with Health Quality Ontario’s Health Quality Transformation Conference. Each winning project team will receive up to **$25,000** to help sustain and spread their projects within their organization, local health system and beyond.

**ELIGIBILITY TO APPLY**

Project teams that have graduated from IDEAS in cohorts 1, 2, 3, 4, 5 and 6 are eligible to apply. We recognize that different cohorts have had different periods of time to work on sustainability and spread. At a minimum, two awards from each year will be selected.

**EXPECTATIONS OF AWARD RECIPIENT**

Award winners will be notified prior to the October Alumni event and will be asked to provide the following (deadlines in brackets):

* plan outlining proposed activities to support sustainability and spread of project using awarded funds, including impact and return on investment (deadline: December 2015)
* implementation of planned sustainability and spread activities (from December 2015 – November 2016)
* progress report on value and impact of sustainability and spread activities (deadline: fall 2016 and march 2017)
* financial expenditure statement of how award money was spent (deadline: Nov 2016)
* attendance and presentation at the 2016 IDEAS Alumni Event (deadline: fall 2016)

**APPLICATION**

Please fill out the application form here.

**SELECTION PROCESS**

Winning projects will be selected based on the extent to which an application addresses each of the questions outlined above. Selection will be made through an awards committee.

**APPLICATION DEADLINE**

**Questions?** Please contact Gillian Ritcey, gillian.ritcey@utoronto.ca

All applications must be submitted no later than **5 p.m.** **Tuesday September 8** to gillian.ritcey@utoronto.ca

Award winners will be notified by the beginning of October 2015.

# 2015 IDEAS Alumni Achievement Awards

# Application Form

**Project Name:**

**Team members attending IDEAS:**

**Cohort:**

**Advisor:**

**Organization:**

1. **System Improvement Opportunities for Healthcare Quality** (max: 500 characters)

Describe the problem you were trying to solve with your IDEAS project and why you felt this was an opportunity for improvement. What is your aim statement? How do your change ideas address the improvement opportunity?

1. **Potential Impact** (max: 500 characters)

Describe the gains and failures from testing your project’s change ideas. How does your data, user stories, anecdotal evidence and insights from staff and patients reflect the potential impact of spreading your work? Additional points will be awarded to alumni who can demonstrate a positive return on investment (cost and saved dollars) from your project. What are the proposed gains and ROI to be achieved through your proposed spread plan?

1. **Enablers and Barriers to Sustainability and Spread (max: 500 characters)**

Please describe how resources (e.g., staff time, equipment, space), people (e.g., commitment of leadership, front-line motivation, quality improvement expertise and experience), organizational factors (e.g., organizational/departmental structure, culture supportive of quality improvement), and system factors (e.g., political, legislative, financial) that will be enablers or barriers to the sustainability and spread of your work?

**SUSTAINABLITY AND SPREAD DEFINED**

The section below asks applicants to outline the progress and plans for sustainability and spread. Consider resources that you might require to complete these plan and how you might use award funds for support. Your sustainability and spread plans will be rated higher than the other criteria in the selection process.

**Sustainability is defined as**: when the new ways of working become the norm or when you look at the process or outcomes a year from now, and things have not gone back to the old way. Sustainability does require evolution to adapt to internal and external changes in an effort to continuously improve.

**Spread is defined as:** the process of taking a successful change and reproducing it in other parts of the organization or in other organizations. During implementation, teams learn valuable lessons necessary for successful spread, including key infrastructure issues, optimal sequencing of tasks and working with people to help them adopt and then adapt a change.

For further resources on sustainability and spread, please review tools and resources at: ideaslearningplatform.com

**Spread:**

**WHAT**: Transfer and exchange of QI project and change leadership knowledge from IDEAS curriculum and applied projects …

**WHOM:** …By IDEAS award winning project teams to stakeholders within and outside of their organizations …

**WHY:** … in order to leverage and adapt success and failure lessons learned from applied projects to areas or populations other than your pilot population.

**WHAT**: Transfer and exchange of QI project and change leadership knowledge from IDEAS curriculum and applied projects …

**WHOM:** …By IDEAS award winning project teams to stakeholders within and outside of their organization …

**WHY:** … in order to leverage and adapt success and failure lessons learned from applied projects to to areas or populations other than your pilot population.

**Sustainability:**

**WHAT:** Continued application of QI project and change leadership knowledge from IDEAS curriculum and applied projects …

**WHOM:** …. By IDEAS award winning project teams to stakeholders within their organizations

**WHY:** … in order to create a standard and routine improvement practice/process and associated attitudes/thinking that consistently continue to produce better outcomes and results in the pilot population.

1. **Sustainability Plan**

What has been done since your initial project end cycle to hold the gains? If you have noticed that the changes you initially made have not remained in place, reflect on why and how this has happened.

Describe your plan to ensure sustainability of your work moving forward using the IDEAS award funds. What are the resources required to ensure sustainability and are these resources available to you?

The sustainability plan could include reference to the 7 key factors:

1. Clarify what you are sustaining
2. Engage leaders
3. Involve and support front-line staff
4. Communicate the benefits of the improved process
5. Ensure the change is ready to be implemented and sustained
6. Embed the improved process
7. Build in ongoing measurement

**Sustainability Plan** (max: 700 characters)

1. **Spread Plan** (max: 700 characters)

 Describe any (a) internal spread (to other health professionals, patient populations, units, departments within the original setting) and/or (b) external spread (to other settings outside of the original). What results can you show where you have demonstrated spread? Describe your plan to actively build capacity within your organization and spread your work to others using the IDEAS award funds. Include details on the targeted areas for spread and their state of readiness.

The Spread Plan could include reference to the 7 key factors:

1. Use of a planning tool
2. Identifies what is being spread/scaled up
3. Describes how the change is being spread/scaled up
4. The team has identified and confirmed resources
5. Identification of stakeholders and key players
6. Data collection or method to monitor progress
7. Communication

**Spread Plan (max: 700 characters)**